Hawai'i Pacific University Proposal to Complete Field Instruction at Student Place of Employment *Please Print & Attach Additional Documentation*

| Contact Information | | | | | |
|---------------------------------|-----------------------|-----------|----------|------------|--|
| Student's name: | Today's date: | | | | |
| Last | First | | | | |
| Agency: | | | | | |
| Name | | | | Department | |
| Street Address | | City | | Zip Code | |
| Length of time employed: | _ Full time Part time | Days/time | s of wor | k: | |
| Responsible Administrator Name: | | | Title | Phone: _ | |
| Field Instructor Name: | | Title | | Phone: | |
| | Structural Arrang | ements | | | |
| 2.3.3.5.3.4.4.4.6.10 | | | | | |

1. Describe the agency's function and staff composition:

2. Describe in detail how your workload will be changed to ensure that the time required for your field practicum is available each week.

| 3. 3 | . Specifically address how your employed responsibilities will be different from your fieldwork. | | | | |
|--|--|---------------------------------|--|--|--|
| 4 | List the days of the week and times of your fieldwork: | | | | |
| 4. | List the days of the week and times of your fieldwork: | | | | |
| 5. ' | What date will your proposed field supervision take place (a n | ninimum of 1 hr/week/semester): | | | |
| | Learning Opportunities | | | | |
| Describe in detail the learning opportunities that will be available to you at your agency, how they relate to the field curriculum objectives, and how they differ from your present role/responsibilities as an agency employee. | | | | | |
| The signatures below indicate that the parties are in agreement with the above proposal. | | | | | |
| Fiel | ld Coordinator: | Date: | | | |
| Age | ency Administrator: | Date: | | | |
| Fiel | ld Instructor: | Date: | | | |
| Stu | udent: | | | | |
| | | | | | |